

**JOINT MEETING OF THE  
NEW SHOREHAM SEWER AND WATER COMMISSION**

**Thursday March 24, 2016 at 3:00pm**

**Town Hall, Old Town Rd, Block Island**

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**PRESENT were SEWER Commission members: Peter McNerney (Chair), Brad Marthens and Terri Chmiel.**

**PRESENT were WATER Commission members: Brad Marthens (Chair), Terri Chmiel and Peter McNerney.**

**ABSENT were Commission members: Martha Ball, Tom Doyle, Kathy Szabo and Steve Draper.**

**ALSO PRESENT were: Sewer Superintendent Chris Blane, Water Superintendent John Breunig, Legal Counsel David Petrarca and Administrative Assistant Kara Stinnett.**

**With a quorum present the meeting was called to order at 3:02 p.m. by P. McNerney.**

**WATER DISTRICT**

**4. Discussion and potential action regarding Financials and Aging.  
Finance Director Land stated that water usage was a bit lower than**

last year, but everything else is on track. Electricity usage is a bit high at 77% compared to 67% last year, which was to be expected. T. Chmiel had a few questions for J. Breunig about the finances. She was wondering if there would be more spent under the training and travel budget. J. Breunig stated that now that the boat schedule is going to start getting better there would be more use of it. Jordan Ryan will be going off for a class in April. T Chmiel was also wondering about the meter line, which seemed to almost be at the budget. J. Breunig explained that the Water Co. usually buys a large amount of meters for both sewer and water and then invoices the sewer company accordingly (half charge or full charge per meter) twice a year. The meter budget line will be shifting back down to a more reasonable number when that is done. Chmiel was also wondering about the laboratory testing. J. Breunig explained that Well 4 was finishing up with its initial testing and usually every 3 years there is extra testing. Next year should only be about a quarter of what this year was. Payment Plans were discussed and some have become a little wobbly, but they were all designed to mature through the end of March to make it to the tax sale process which starts in April. The actually tax sale will be held at the beginning of July.

## **SEWER DISTRICT**

### **7. Discussion and potential action regarding Financials and Aging.**

Finance Director Land stated that sewer usage is up from 79% last

year to 82% this year. Total revenue is up as well from 68% last year to 76.8% this year. Expenditures are at 40% versus 38% last year. Electricity is still above budget as expected at 54% versus 39% last year. A. Land stated that there is a contingency of \$40,000 available and that Blane may want to think about using some of it now that we are nearing the end of the fiscal year. T. Chmiel had asked if there was any additional system maintenance to be done. C. Blane stated that there would be jetting done coming up in either April or May which will likely become a yearly project. Also he has a couple of pumps that need to be replaced which may be upwards of \$30,000. Payment Plans were discussed and just like the water accounts some of the sewer accounts have become a little wobbly. They were all designed to mature through the end of March to make it to the tax sale process which starts in April. The actually tax sale will be held at the beginning of July.

## **WATER AND SEWER DISTRICT**

1. Discussion and potential action regarding the open and closed session minutes of February 22nd, 2016 monthly meeting.

Motion made by B. Marthens to approve both the open and closed session minutes of February 22nd, 2016. Motion seconded by P. McNerney.

Aye: 3 (McNerney, Marthens and Chmiel) Nay: 0 Abstain: 0

## **2. Discussion and potential action regarding RFP award for mowing and trimming.**

**A request for bids on mowing and trimming the Sewer and Water District Properties for the 2016-2018 season was put out in early March. Only one response was received. Bids were opened at 12:01 p.m. on March 15, 2016 at the New Shoreham Wastewater Treatment Facility. Green Island Lawn Service submitted a cost proposal as follows:**

**Cost per mow and trim for each location on an “as-needed” basis:**

**Water Company \$ 60.00**

**Well Easement \$ 68.00**

**Linksz Well Property \$ 68.00**

**Sewer Plant \$ 125.00**

**Sewer Pump Stations \$ 105.00**

**Motion by P. McNerney to award the contract for mowing and trimming Sewer and Water District Properties for the 2016-2018 seasons to Green Island Lawn Service at the rates submitted with bid proposal (as above). Motion seconded by T. Chmiel.**

**Aye: 3 (McNerney, Marthens and Chmiel) Nay: 0 Abstain: 0**

## **3. Recommendation to the Town Council for Water and Sewer Commissioners.**

**Four Commission members had terms that were going to expire in May; P. McNerney, S. Draper T. Chmiel and K. Szabo. All four are interested in renewing their terms. It was decided to recommend all four to the Town Council for reappointment.**

## **WATER DISTRICT**

### **5. Operations report.**

**J Breunig stated that water flows were up from last year. He spoke and met with National Grid about their construction. They will be running an 8" line and a new 2" lines. The original plans have the lines place directly on top of the water lines; when Breunig met with National Grid it was decided that the pipes would have to be moved. It was agreed that if they used fused PE they could put it as close as two feet.**

**David Campbell is supposed to be coming out to do a sight visit and after that they should be able to move forward with the control panel. The MOU was also approved but will be touched on in the next agenda item. Both J. Breunig and Thom Berney went off and attended a level 2 assessment course which is required by the DOH that two people have it. There is another class coming up as well that J Ryan will most likely attend.**

### **6. Discussion and potential action regarding Memo of Understanding**

**from the Office of Energy Resources.**

**The Memorandum of Understanding was finally approved. This is essentially a contract between the Office of Energy Resources and the Water Commission. J. Breunig typed the document up and both D. Petrarca and J. Geremia have looked at it. It was approved, and the Water Company will be getting a \$20,000 grant. The one thing involved with the contract is to fill out a monthly progress reports. This project has been a few years in the making and it is exciting to be approved and to be able to start receiving the money. Chmiel congratulated J. Breunig on all his hard work on the project.**

## **SEWER DISTRICT**

### **8. Operations Report**

**There was severe infiltration entering the plant early in the month. The source was discovered near the Hog Pen; a valve to the boat pump out line was left open and high tide was causing seawater to flood in. Blane attended a meeting with National Grid and Deepwater wind and walked through the route for the new lines with National Grid. DMR's were sent out electronically for the first time this month and will be sent out electronically from now on.**

### **9. Discussion and potential action regarding the manhole cover**

**update.**

**An email was received from Nancy Dodge who has been in contact with Joe Baker at the DOT. Baker emailed Nancy Dodge to let her know that they are scheduled to begin starting work April 18th on the manhole covers.**

## **WATER AND SEWER DISTRICT**

**10. The New Shoreham Sewer Commission and New Shoreham Water Commission may vote to move into Executive Session pursuant to RIGL §42-46-5(a)(1)and/or(2) Personnel (Superintendent Contract).**

**The Commission and Superintendent J. Breunig opted to remain in open session.**

**11. Discussion and/or potential action, announcement and/or vote(s) from Executive Session and/or Open Session concerning proposed water superintendent contract.**

**J. Breunig drafted up a revised copy of his contract, which D. Petrarca had looked over looked over. No major changes were made just a few date changes. The commission reviewed the contract and saw no issues with it.**

**MOTION was made by P. McNerney to approve Water Superintendent John Breunig's contract for an additional three years. Motion seconded by B. Marthens.**

**Aye: 3 (McNerney, Marthens and Chmiel) Nay: 0 Abstain: 0**

**12. The New Shoreham Sewer Commission and New Shoreham Water Commission may vote to move into Executive Session pursuant to RIGL §42-46-5(a)(1)and/or(2) Personnel (Superintendent Contract).**

**The Commission and Superintendent C. Blane opted to remain in open session.**

**13. Discussion and/or potential action, announcement and/or vote(s) from Executive Session and/or Open Session concerning proposed sewer superintendent contract.**

**A revised copy of Blane's contract, which D. Petrarca looked over, was presented to the Commission. No major changes were made just a few date changes. The commission reviewed the contract and saw no issues with it.**

**MOTION was made by P. McNerney to approve Sewer Superintendent Chris Blane's contract for an additional three years. Motion seconded by B. Marthens.**

**Aye: 3 (McNerney, Marthens and Chmiel) Nay: 0 Abstain: 0**

**14. Workshop on Access to Public Records Act, Open Meeting Act and RI Code of Ethics.**

**Tabled till later date.**

**15. Commissioners' Announcements.**

**No Announcements.**

**16. Public Comment for items not on the agenda.**

**No comments.**

**17. Adjournment.**

**MOTION was made by P. McNerney to adjourn the meeting at 04:03**



**p.m. Motion seconded by T. Chmiel.**

**Aye: 3 (McNerney, Marthens and Chmiel) Nay: 0 Abstain: 0**

**Respectfully Submitted,**

**Kara Stinnett**

**ACCEPTED: 04/11/16**

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**If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send you completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at [program.intake@usda.gov](mailto:program.intake@usda.gov).**